

ADLEY CISNEROS

LIC. EN ADMINISTRACIÓN



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Caracas
Venezuela

I am a proactive, organized and responsible person, with excellent interpersonal relationships. I stand out for good teamwork, quick decision making and good pressure management. I am looking for a dynamic and challenging job to continue developing my career.

EDUCACIÓN

2018 - 2024

Universidad Católica Santa Rosa

Bachelor of Social Communication

Udemy

Tester Course. Bootcamp from 0 to 100

HABILIDADES

- Drive Management
- Comprehensive management of Social Networks
- Basic English Language
- Basic use of canva, excel, word
- Management of Trello, asana, basecamp and slack

EXPERIENCIA LABORAL

Comunity Manager, Proyect Manager, Digital creator, Brand Image, virtual assistant

Sirselling, Sep 2021 - ene 2024

Carry out activities as a community with the planning of publications, content creation, being aware of activities and new tasks to be carried out.

QA, tester y supervisor

Shareity , Ene 2022 - current

Testing applications manually, in addition to keeping the order of the reports made by the programmers and being aware if they are up to date with their tasks.

virtual assistant, supervisor, QA tester

Mipto Tech, Sep 2021 - current

Testing applications manually, in addition to keeping the order of the reports made by the programmers and being aware if they are up to date with their tasks, keeping the information of the workers up to date.